

## OFF-SITE EDUCATIONAL VISITS AND RELATED ACTIVITIES POLICY

**Effective from: 15<sup>th</sup> March 2018**

**Signed by: Chair of Governors**

**Next review date: March 2020**

### **Statement of Intent**

The governing body adopts West Sussex County Council's (WSCC) Regulations and Notes of Guidance for Off-Site Educational Visits and Related Activities with EVOLVE 2017.

WSCC has formally adopted the National Guidance available at [www.oeapng.info](http://www.oeapng.info) (outdoor education advisers' panel) as its guidance to employees.

The governing body accepts that it has the responsibility to satisfy itself that the appropriate procedures, risk assessments and control measures are in place and that guidance notes are being followed. All off-site visits that are residential, abroad or hazardous need to be approved by the Governing body. Approval must be recorded in the minutes of the Governing body.